



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 11-29-2016**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: November 22, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of November 28, 2016

| | | | |
|--|------------------------------------|------------|---|
| November 28, 2016 Monday | Planning and Zoning Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson |
| | Marsh Country Health Alliance | 10:00 a.m. | Dodge County Administration Building 127 E. Oak St, Rm 1H & 1I, Juneau |
| November 29, 2016 Tuesday | Highway Committee | 8:00 a.m. | Highway Conference Room 1425 Wisconsin Ave, Jefferson |
| November 30, 2016 Wednesday | Administration and Rules Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson |
| December 1, 2016 Thursday | Fair Park Committee | 8:00 a.m. | Fair Park Activity Center 503 N. Jackson Ave, Jefferson |
| | *Board of Canvass | 8:00 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson |
| December 2, 2016 Friday | *Board of Canvass | 8:00 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson |
| December 3, 2016 Saturday | *Board of Canvass | 8:00 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson |
| December 4 2016 Sunday | No Scheduled County Meetings | | |

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, NOVEMBER 28, 2016

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with the Open Meetings Law**
4. **Approval of the Agenda**
5. **Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
6. **Approval of October 31, November 14 and November 17, 2016 Committee Minutes**
7. **Communications**
8. **October Monthly Financial Report for Land Information Office – Andy Erdman**
9. **November Monthly Financial Report for Zoning – Rob Klotz**
10. **Discussion and Possible Action on Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan**
11. **Discussion and Possible Action on Petition R3932A-16 for Samantha Speich/Alfred & Sandra Speich Property, Presented in Public Hearing on October 20 and Subsequently Postponed: Create a 1-acre building site on **Highland Drive** in the Town of Sullivan from part of PIN 026-0616-0211-000 (62.598 Acres)**
12. **Discussion and Possible Action on Petitions Presented in Public Hearing on November 17, 2016:**

FROM RESIDENTIAL R-2 TO A-2, AGRICULTURAL AND RURAL BUSINESS

R3936A-16 & CU1896-16 – Thomas A & Betty J Hardy: Rezone PIN 004-0515-2711-006 (2.296 Ac) at **N819 Howard Road**, Town of Cold Spring with CUP to allow, under 11.04(f)7 Conditional Uses hh. Retail sales of agricultural related items not grown on the premises & under Conditional Uses kk. Bed and Breakfast.

FROM A-1, EXCLUSIVE AGRICULTURAL AND R-2 RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R3937A-16 & CU1897-16 – Thomas A & Betty Hardy: Rezone all of PIN 004-0515-2711-004 (22.849 Ac) with CUP under 11.04(f)7 Conditional Uses hh. Retail sales of agricultural related items not grown on the premises and under 11.04(f)7 Conditional Uses rr. Farm store, also including a restaurant as an ag-related use of produce and animals grown on the farm. The site is at **N831 Howard Road** in the Town of Cold Spring.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AG/RURAL RESIDENTIAL

R3938A-16 – Curt & Lottie Stenjem: Create a 1-acre building site on PIN 018-0713-3132-001 (7.585 Ac) near **W9697 Britzke Road** in the Town of Lake Mills.

**FROM A-1, EXCLUSIVE AGRICULTURAL AND A-2, AGRICULTURAL AND RURAL BUSINESS TO ALL
A-2**

R3939A-16 – Timothy Otterstatter: Create a 1.49-acre lot around the buildings at **W2771 East Gate Drive** from PIN 032-0815-1231-000 (37.14 Ac) in the Town of Watertown.

CONDITIONAL USE PERMIT APPLICATIONS

CU1898-16 – Adam & Megan Schuett: Allow a commercial stable of 10 or more horses at **N3803 Duck Creek Rd**, Town of Jefferson on PIN 014-0615-1441-000 (36.492 Ac). The property is zoned A-1, Exclusive Agricultural.

CU1899-16 – Scott Construction Inc: Allow expansion of mineral extraction and processing including occasional use of a portable asphalt mix plant under Sec. 11.05(c) for the existing pit and operations originally approved under CU1447-06 and also as required by NR135, on PINs 014-0614-1921-002 (9.99 Ac), 014-0614-1923-002 (21.972 Ac), 014-0614-1924-001 (38.852 Ac) and 014-0614-1931-001 (20 Ac). The site is in an A-1, Exclusive Ag zone at **W7161 County Road J**, Town of Jefferson,

CU1900-16 – Steven J Statz: Allow an extensive on-site storage structure of 1,200 square feet, 17 feet in height in a Residential R-2 zone at **N8878 River Rd**. The site is on PIN 032-0815-1411-002 (3.032 Ac) in the Town of Watertown.

CU1901-16 – Joan Key & Tammy Henningsen: Allow a kennel for up to ten dogs in an A-1, Ag zone at **W4285 County Road B**, Town of Farmington on PIN 008-0715-1712-001 (2.357 Ac).

CU1902-16 – Steve and Jody Knoebel: Allow a commercial kitchen as an ag-related use, defined by the ordinance under 11.04(f)6 under Conditional Use d. for processing and sales of farm-grown produce and fruit-based products in the existing farm store at **N5648 South Farmington Rd**. The property is in the Town of Farmington in an A-1, Exclusive Ag zone on PIN 008-0715-2434-000 (25 Ac).

13. Possible Future Agenda Items

14. Upcoming Meeting Dates

December 12, 2016, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

December 15, 2016, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 9, 2017 – Decision Meeting in Courthouse Room 203

Friday, January 13, 2017, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

January 19, 2017, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203

15. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, November 29, 2016

8:00 A.M.

Committee Room

1425 Wisconsin Drive

Jefferson, Wisconsin 53549

Committee Members: Don Reese-Chairman, Ron Buchanan-Vice
Chairman, Mike Kelly-Secretary, James Braughler,
Blane Poulson

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the
Committee on specific agenda items must register their request at this time)
6. Approve minutes from October 24, 2016 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discussion and possible action on accepting equipment bids
 b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (January 3, 2017)
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the
Jefferson County Board of Supervisors, may be present at this meeting.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the
County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can
be made."*

AGENDA

Administration & Rules Committee

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, November 30, 2016, Room 112, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the October 26, 2016 Committee meeting minutes
7. Approval of the October 25, 2016 and November 14, 2016 County Board meeting minutes
8. Communications
9. LEAN Presentations
 - a. Get a Room – Finance and UW Extension
 - b. Off-Site Extremely Hazardous Substance Plan Updates – Emergency Management
10. Review RFP for Facilitator of the Strategic Plan Update
11. Update on Intergovernmental Agreement with Dodge County for Economic Development
12. Discussion on redrawing District 24 boundaries
13. Discussion and possible action on Task Force assignments – County Board Committee and work flow process (Braughler, Nass, Frank)
14. Financial Reports (October)
 - a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk
 - f. Register of Deeds
15. County Administrator's monthly report
16. Discussion and possible action on tentative future meeting schedule and agenda items (Interview Facilitators - December 21, 2016)
All meetings in Room 112 at 8:30 a.m. unless noted
17. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Fair Park Committee Agenda

Jefferson County

Jefferson County Fair Park

Activity Center

503 N. Jackson Avenue

Jefferson, WI 53549

Date: Thursday, December 1, 2016

Time: 8:00 am

| | | |
|--------------------|--------------------------------|---------------------|
| Committee members: | Poulson, Blane (Chair) | Buchanan, Ron |
| | Foelker, Matthew (Vice Chair) | Hall-Kind, Debra |
| | Hanneman, Jennifer (Secretary) | Kutz, Russell |
| | | Steindorf, Kathleen |

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of November 3, 2016.
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Review of Financial Report
9. Review of Fair Park Director's Report
10. Review of Supervisor's Report
11. Review of Fair Park Office Report
12. Discussion and possible action on future meeting schedule
13. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at 8:00 a.m. on the 1st Thursday of the month:

January 5, 2017

February 2, 2017

March 2, 2017

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.

Jefferson County Clerk

Barbara A. Frank

Audrey McGraw, Chief Deputy

RoxAnne Witte, Deputy

Phone: (920) 674-8630

Fax: (920) 674-7368

Finance

Brian Lamers, CPA

Cindy Diestelmann

Jayne Hintzmann

Donna M. Miller

Tammy Worzalla, CPA

AGENDA

Board of Canvass

Thursday, December 1, 2016 – Saturday, December 3, 2016

Convening at 8:00 a.m.

Jefferson County Courthouse – Room 202

311 S. Center Ave, Jefferson WI 53549

The following business will be brought before the Board of Canvass for initiation, discussion, deliberation, and possible formal action subject to the rules of the Board of Canvass, which may be inspected in the office of the County Clerk.

1. Call to Order and Certification of Compliance with the open meetings law.
2. Conduct Recount of the race for President of the United States from the Returns of the November 8, 2016 General Election.
 - Thursday, December 1, 2016, the Board of Canvass will convene and the recount will begin at 8:00 a.m.
 - Friday, December 2, 2016, the Board of Canvass will reconvene at 8:00 a.m.
 - Saturday, December 3, 2016, the Board of Canvass will reconvene at 8:00 a.m.
3. Adjournment

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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